

कार्यालय रक्षा लेखा प्रधान नियंत्रक(मध्य कमान) करियप्पा मार्ग लखनऊ छावनी - 226002
Office of the Principal Controller of Defence Accounts (CC)
Cariappa Road, Lucknow Cantt. -226002

IMPORTANT CIRCULAR/FAX

NO.AN/IA/1031/Deputation

Dated - 13/02/2012

To,
All Sub Offices, IFA (CC), RTC
(Under this Organization)
All SAOs/AOs in M.O, Lucknow
Sub: Filling up of the post of Internal Finance Advisor (Group-A) in Films Division, Mumbai on deputation basis- reg.
Ref:- HQrs office letter No.AN/II/2407/2012 dated. 09/02/2012.

A copy of letter bearing No.A-12025/05/11-F(A), dated 10.01.2012 received from Ministry of Information and Broadcasting, Government of India, Shastri Bahavan, New Delhi regarding filling up of the post of Internal Finance Advisor (Group-A) in Films Division, Mumbai on deputation basis is uploaded on CGDA/PCDA (CC) website. The said letter and application format may please be downloaded from our website for necessary action as stated below.

2. It is requested that names of volunteers may be called for from amongst the SAOs/AOs. Application of interested SAOs/AOs may be forwarded to this office as per application format enclosed to this letter, in **quadruplicate**.

3. While forwarding the names of volunteers to this office please ensure that age of all concerned officers volunteers for deputation is not exceeding **56 years** as on closing date of receipt of application and he / she has completed mandatory "**Cooling off**" period of **three years** in case the officer has recently served on a deputation post.

4. The application may please be completed by the volunteers and send to this office latest by **22/02/2012** positively.

Encls. 01


Nil report is also required.


(Rakesh Kumar)
Accounts officer (AN)

Copy to:-

The O/Ic
OA Cell
(Local)

} With request to upload the same on our website.


(Rakesh Kumar)
Accounts officer (AN)

BIO-DATA PROFORMA**APPLICATION FOR THE POST OF INTERNAL FINANCIAL ADVISER, FILMS DIVISION,
MUMBAI (A SUBORDINATE OFFICE OF THE MINISTRY OF INFORMATION AND
BROADCASTING).**

1. Name and address in block letters :
2. Date of Birth (in Christian Era) :
3. Date of retirement under Central/State Govt. Rules
4. Educational Qualifications :
5. Whether Educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the Rules; state the authority for the same)

 --Qualifications/ Experience required

Qualifications/ Experience
 possessed by the officer

 --
 Essential (1)

(2)

(3)

Desired (1)

(2)

- --
6. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post

7. Details of Employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient

Sr.No.	Office/Instt./Orgn.	Post held	From	to	Scale of Pay & Basic Pay	Nature of Duties (in detail)
(1)	(2)	(3)	(4)	(5)	(6)	(7)

8. Nature of present employment, i.e., Ad-hoc or :
Temporary or Quasi-Permanent or Permanent.

9. In case the present employment is held on deputation/contract basis, please state:-

- (a) The date of initial appointment.
- (b) Period of appointment on deputation/contract.
- (c) Name of the parent office/organization to which you belong.

10. Additional details about present employment.

(Please state whether working under (indicate the name of your employer against the relevant entry)

- (a) Central Government
- (b) State Government
- (c) Autonomous Organization
- (d) Government Undertakings
- (e) Universities
- (f) Others

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.

12. Are you in Revised Scale of Pay ? If yes, give the date from which the revision took place and also indicate the pre-revised scale.

13. Total emoluments per month now drawn

14. Additional information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)

15. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis. (Officers under Central/State Governments are only eligible for " Absorption". Candidates of non-Government organizations are eligible only for Short-Term Contract)

16. Whether belongs to SC/ST ?

17. Remarks. (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards/Scholarship/Official Appreciation (iii) Affiliation with the professional bodies/ institutions/ societies and (iv) any other information. (Note: Enclose a separate sheet, if the space is insufficient)

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidate
Address

Date

Countersigned _____
(Employer with Seal)